NOAA Small Boat Safety Program
Class II Annual Small Boat Evaluation Checklist

- Annual Small Boat Evaluations (ASBE) are inspections conducted by Vessel Operations Coordinators (VOC), Commanding Officers (CO), or their designee(s) using the approved ASBE outlines and checklists.
- ASBE checklists have been condensed from detailed ASBE outlines for ease of use in the field. Evaluators shall use the checklists during the inspection, and shall refer to the outlines for additional detail as needed. Evaluators are responsible for all information contained within the ASBE outlines.
- ASBEs are required annually.
- The ASBE outlines and checklists are based on NAO 217-103, 46 CFR, 33 CFR, NFPA 302, MARPOL, ABYC standards and recommendations, USCG inspection criteria, and standard marine survey practices.
- Some items may not apply to all boats. Evaluators are responsible for determining applicable items. Consult NAO 217-103 for equipment carriage requirements. Installed equipment in excess of requirements must be maintained to inspection standards.
- Completed evaluation checklists, reports, and records of findings and recommendations shall be signed by the evaluator or surveyor, and signed and retained by the VOC/CO with a copy forwarded to and signed by the Line Office Small Boat Officer (LOSBO). Notification of completed evaluations will be reported to the NOAA Small Boat Safety Program Coordinator (SBSPC). Reports shall be generated when numerous or significant deficiencies are noted, and shall be forwarded to the NMAO Fleet Inspection Office via the SBSPC.
- The NOAA Fleet Inspection office (757-441-6766) and Small Boat Engineer (757-441-6202) are available for guidance.

Name of boat	
Date of ASBE	
Evaluator	
Year / Make / Model	
Hull ID / registration number	
Owner	
Place of evaluation	

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Hull material / type	
LOA / beam / draft	
Displacement	
Engine(s) year / make / model	
Total horsepower	
Fuel type / capacity	
AC / DC power	
Operating area / primary use	

Required Documentation	**Sat**	**Unsat**	**N/A**	**Comments**
Records of previous inspections	☒	☐	☐	
Stability log (Equipment installation, modification, etc.)	☒	☐	☐	
Risk assessment	☒	☐	☐	
Operator's manual	☒	☐	☐	
Records of annual fire extinguisher servicing	☒	☐	☐	
Stability				
Capacity plate (manufacturer or 33 CFR 183 Subpart C)	☒	☐	☐	
Boat within capacity	☒	☐	☐	
Life Saving and Emergency Equipment				
PFDs (number, type, condition, spare CO_2, re-arm kits)	☒	☐	☐	
Ring buoy / cushion (condition, type, size, label, mounting)	☒	☐	☐	
Visual distress signals (number, type, condition, CG approved)	☒	☐	☐	
First aid kit (adequate, not expired, properly stowed, labeled)	☒	☐	☐	
EPIRB / PEPIRB (registration, battery, hydro release, test)	☒	☐	☐	
Cell / satellite phone (check battery, test operate)	☒	☐	☐	
Emergency sound signal (condition, can be heard at 0.5 nm)	☒	☐	☐	

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Fire Protection	**Sat**	**Unsat**	**N/A**	**Comments**
Portable extinguishers (number, expiry, type, condition)	☒	☐	☐	
Fixed system (service report/expiry, condition, indicators)	☒	☐	☐	
Backfire flame arrestor, drip pan (non-outboard gas engines)	☒	☐	☐	
Structural (carpet, furnishings, etc. class A fire resistant)	☒	☐	☐	
Fuel tank vents (condition, material, containment, etc.)	☒	☐	☐	
Ventilation (vent ducts, bilge blower, type, condition)	☒	☐	☐	
Ventilation				
Adequate in all interior spaces	☒	☐	☐	
Water and other (non-fuel) tank vents (condition, etc.)	☒	☐	☐	
Navigation and Electronic Equipment				
Chart / chartlet (covers oparea, current, corrected)	☒	☐	☐	
Magnetic compass (good working condition)	☒	☐	☐	
Depth sounder (condition, test operate)	☒	☐	☐	
Radar (Condition, test operate)	☒	☐	☐	
VHF radio (number, type, DSC, test, battery)	☒	☐	☐	
MF/HF radio (DSC, test operate, condition)	☒	☐	☐	
Navigation lights (conform to current USCG Navigation Rules)	☒	☐	☐	
GPS (test operate, check accuracy)	☒	☐	☐	
Ground Tackle				
Anchor (anchor and rode condition, sufficient for operations)	☒	☐	☐	
Releasing / retrieval equipment (condition, operable)	☒	☐	☐	
Windlass / winch operational test	☒	☐	☐	
Bits, chocks, cleats, etc. (not broken, corroded, etc.)	☒	☐	☐	

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Ground Tackle	**Sat**	**Unsat**	**N/A**	**Comments**
Chain locker, hawse pipe, anchor platform (condition)	☒	☐	☐	
Hull, Deck, Fittings, Watertight Integrity				
Hinged watertight doors (seal, gasket condition, etc.)	☒	☐	☐	
Watertight bulkheads (intact, watertight, penetrations)	☒	☐	☐	
Deck openings and thru-hulls (gasket and dog condition)	☒	☐	☐	
Scuppers, free ports, etc. (unobstructed, performance)	☒	☐	☐	
Windows (weather tight, operate freely, condition)	☒	☐	☐	
Interior structure (corrosion, broken welds, deformation)	☒	☐	☐	
Deck fittings and equipment (labeled with SWL, condition)	☒	☐	☐	
Metal hulls (corrosion, pitting, deformation, fractures, etc.)	☒	☐	☐	
RHIBs (sponsons, patches, valves, PSI test)	☒	☐	☐	
Fiberglass hulls (delamination, blistering, moisture, cracks)	☒	☐	☐	
Remote control valves (operable, labeled, condition)	☒	☐	☐	
Keel bolts, transducers, grounding plate, stabilizers	☒	☐	☐	
Accommodation Spaces and Equipment				
Heaters (thermal shut off, installation, condition)	☒	☐	☐	
A/C units (installation, condition, capacity)	☒	☐	☐	
Common & berthing spaces (condition, NFPA, ventilation)	☒	☐	☐	
Toilet facilities (operable, sanitary)	☒	☐	☐	
Food areas (sanitary, locking devices, condition)	☒	☐	☐	
Marine Sanitation				
Manufacturer’s nameplate present on device	☒	☐	☐	
Instructions and warnings posted	☒	☐	☐	

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Marine Sanitation	**Sat**	**Unsat**	**N/A**	**Comments**
Chemical and sewage level indicators (operable)	☒	☐	☐	
Verify loss of power does not allow discharge	☒	☐	☐	
Verify vents free and open	☒	☐	☐	
System components (installation, condition, etc.)	☒	☐	☐	
Outboard Engines				
General condition (damage, excessive oil, dirt, corrosion)	☒	☐	☐	
Belts and filters (condition, filters replaced annually, dated)	☒	☐	☐	
Oil (condition, level, test if needed)	☒	☐	☐	
Propeller / lower unit (general condition, damage)	☒	☐	☐	
Engine horsepower within limits listed on capacity plate	☒	☐	☐	
Throttle has noticeable detent when shifted into neutral	☒	☐	☐	
Operational test (all gears and speeds)	☒	☐	☐	
Engine controls, gauges, indicators (function normally)	☒	☐	☐	
Stern Drive Engines (I/O)				
General condition (damage, excessive oil, dirt, corrosion)	☒	☐	☐	
Belts and filters (condition, filters replaced annually, dated)	☒	☐	☐	
Oil and coolant (condition, level, test if needed, mixture)	☒	☐	☐	
Cooling system (piping, hoses, strainers, filters, clamps)	☒	☐	☐	
Propeller, lower unit, boot (condition, damage)	☒	☐	☐	
Exhaust system (piping, lagging, leaks, corrosion, etc.)	☒	☐	☐	
Operational test (all gears and speeds)	☒	☐	☐	
Inboard Engines				
Remote fuel shut off valves (test operate, condition)	☒	☐	☐	

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Inboard Engines	**Sat**	**Unsat**	**N/A**	**Comments**
Emergency shut down (test operate)	☒	☐	☐	
General condition (damage, excessive oil, dirt, corrosion)	☒	☐	☐	
Belts and filters (condition, filters replaced annually, dated)	☒	☐	☐	
Engine & hydraulic oil (condition, level, test if needed)	☒	☐	☐	
Crankcase explosion covers (installed, condition)	☒	☐	☐	
Fuel piping, hoses, & fittings (leaks, chafing, condition)	☒	☐	☐	
Controls & indicators (operate normally, condition)	☒	☐	☐	
Personnel safety devices (in place, condition)	☒	☐	☐	
Exhaust system (condition, lagging, prox. to combustibles)	☒	☐	☐	
Engine foundation (fatigue, stress fractures, flexing)	☒	☐	☐	
Intakes & vents (unobstructed, clean, screened, etc.)	☒	☐	☐	
Cooling system (piping, hoses, clamps, coolant)	☒	☐	☐	
Starter wiring (supported, chafing, prox. to moving parts)	☒	☐	☐	
Propulsion shaft (cracks, wear, seals/stuffing box, etc.)	☒	☐	☐	
Seacocks and strainers (unobstructed, operable)	☒	☐	☐	
Transmission fluid (level, condition)	☒	☐	☐	
Operational test (all gears and speeds)	☒	☐	☐	
Fuel System				
Tanks, piping, hose, fittings, supports (type, condition)	☒	☐	☐	
Tanks and fill pipes bonded to common ground	☒	☐	☐	
Flexible non-metallic hoses (approved type, double clamped)	☒	☐	☐	
Fuel gauging (appropriate method; gauge, graduated ruler, etc.)	☒	☐	☐	
Vents and valves (unobstructed, operate properly)	☒	☐	☐	

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Fuel System	**Sat**	**Unsat**	**N/A**	**Comments**
Filters (Replaced at least annually, dated)	☒	☐	☐	
Steering System				
Foundations / mounting bolts (condition, intact, secure)	☒	☐	☐	
Pipes, runs, brackets, etc. subject to vibration damage	☒	☐	☐	
Control linkages, linkage pins, ram guides (condition)	☒	☐	☐	
Potential single point system failure items (condition)	☒	☐	☐	
Locking devices (cotter pins, etc.) on all vital connections	☒	☐	☐	
Emergency steering (diagrams posted, test operate)	☒	☐	☐	
Rudder (stock, bearing, support, packing, wear, leakage)	☒	☐	☐	
Motor controller & gear boxes (wiring, condition, etc.)	☒	☐	☐	
Pumps, motors, couplings (condition, excess play, etc.)	☒	☐	☐	
Hydraulics (hoses, connections, reservoir full)	☒	☐	☐	
Rudder position indicator (operable)	☒	☐	☐	
Bilge System				
All standing water drains to bilge suction pipes	☒	☐	☐	
Strainers (good condition, unobstructed)	☒	☐	☐	
Independent valves for each watertight compartment	☒	☐	☐	
Bilge pump can drain all watertight compartments	☒	☐	☐	
Remote valve/pump actuators (test operate, condition)	☒	☐	☐	
Oil/water separator filter (dated, changed at least annually)	☒	☐	☐	
Bilge level alarms, float switches (test operate, unobstructed)	☒	☐	☐	
Bilge blower (test operate, condition)	☒	☐	☐	
Potable water system				

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Potable water system	**Sat**	**Unsat**	**N/A**	**Comments**
Entire system operable and in good repair	☒	☐	☐	
Filling hose (designated, labeled, storage)	☒	☐	☐	
Vents (screened, not near contaminants, unobstructed)	☒	☐	☐	
Tanks (designated, clearly marked, MAWP not exceeded)	☒	☐	☐	
Pressure system (pump, air fittings, condition)	☒	☐	☐	
Housekeeping around all components is adequate	☒	☐	☐	
Electrical System				
Cables and wires (damage, condition, discoloration, etc.)	☒	☐	☐	
Cable and wire supports (condition, do not cause chafing)	☒	☐	☐	
No permanent "temporary" solutions (extension cords, etc.)	☒	☐	☐	
Shore power connection and cable (condition, damage, etc.)	☒	☐	☐	
Switchboards, junction boxes, panels, inverters	☒	☐	☐	
Switches, breakers, fuses (labeled, condition, etc.)	☒	☐	☐	
Ground detection lights (working, no grounds)	☒	☐	☐	
Over current devices accurately identified	☒	☐	☐	
Distribution points (ventilated; shielded from water, debris)	☒	☐	☐	
Drip shields (present, good condition)	☒	☐	☐	
Instrumentation (meters) (working, calibrated)	☒	☐	☐	
Controls and meters (working, accurately labeled)	☒	☐	☐	
Batteries (condition, damage, corrosion, ventilated, etc.)	☒	☐	☐	
Battery terminals (connections secure, covered, type)	☒	☐	☐	
Battery trays (resistant to electrolyte, condition)	☒	☐	☐	
Ammeter (operational test)	☒	☐	☐	

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Electrical System	**Sat**	**Unsat**	**N/A**	**Comments**
Ventilation (sufficient to dissipate charging gasses)	☒	☐	☐	
Charging system components (examine inverter, etc.)	☒	☐	☐	
Lighting system (lights protected, wiring)	☒	☐	☐	
Outlets (properly grounded, and covered / watertight)	☒	☐	☐	
Generator				
General condition (damage, excessive oil, dirt, corrosion)	☒	☐	☐	
Belts and filters (condition, filters replaced annually, dated)	☒	☐	☐	
Exhaust system (piping, lagging, leaks, corrosion, etc.)	☒	☐	☐	
Compartment adequately ventilated, as dry as possible	☒	☐	☐	
Oil (condition, level, test if needed)	☒	☐	☐	
Cooling system (coolant level & mix, piping, gaskets, etc.)	☒	☐	☐	
Voltmeter, ammeter (if 50v or more, verify operation)	☒	☐	☐	
Frequency measuring device (verify operation)	☒	☐	☐	
NEC Article 430 or 445 nameplate present	☒	☐	☐	
Over current protection device set at <115% full load	☒	☐	☐	
Markings				
Boat is marked in accordance with NAO 217-103	☒	☐	☐	

Evaluator: _____
Name (print or type) Signature date

VOC / CO: _____
Name (print or type) Signature date

LOSBO: _____
Name (print or type) Signature date